(Based on Value Stream Mapping) Technical Track Legal Track Prospective Developer inquires about a property Prepare legal notice for Brownfield Development Agreement (BDA) **Brownfield Application Received** (application online) 2 Negotiations Notice that negotiations are occurring at the site A site number is given & DNREC project officer assigned **Brownfield Application Evaluated Brownfield Certification/Funding Eligibility Letter Sent** Project officers approve the legal notice Conceptual Site Model_Site Summary (CSM_SS) submitted At least a week prior to scoping meeting С Legal notice is published (CSM SS Template) Project Teams review the CSM SS 6 Project Team gets clarification if needed D **Draft BDA received** (blackline preferred) Project officer visits site, if feasible Scoping Meeting Use the CSM_SS as the guide to develop sampling plan and other data E Develop and negotiate the BDA collection requirement and prepare the Statement of Intent at the meeting **Draft Brownfield Investigation Work Plan submitted & reviewed** Based on the CSM_SS which includes the Statement of Intent. (BF Investigation Work Plan Template) Prepare memo for signatures addressed to PMII, Attorney General (AG), and project officer 9 **DNREC approves BFI Work Plan** BF Investigation field work takes place 10 **BDA** signed by PMII or Director **Draft BF Investigation Report submitted** 11 (No Brownfield Reimbursement until BDA is signed) (BFI Report Template) **Draft BFI Report reviewed & comments prepared by DNREC** Meeting to discuss comments, if needed Legal notice prepared and submitted 13 **BFI Report Finalized** 20 day comment period Proposed Plan drafted by consultant & reviewed by DNREC 14 (Proposed Plan Template) Copy and Distribute BDA 15 Proposed Plan signed by the DNREC-AWM Director 16 Proposed Plan noticed for public comments (20 days) Receive Draft Environmental Covenant 17 Public Hearing (if requested) **Final Plan Signed** 18 **AG review Environmental Covenant** SIRB Manager (PMII) signs if no comments received on Proposed Plan Director signs if significant comments received and addressed (Final Plan Template) **PM II signs Environmental Covenant** M 19 Final Plan public noticed (20 day appeal period) Mail to BF Developer BF Remedial Design and Action Work Plan submitted 20 (BF Remediai Design and Action Work Plan Template) **Developer Signature & Recorded** BF Remedial Design & Action Work Plan reviewed & approved by DNREC 22 **Remedial Action implemented** Draft Environmental Covenant and Groundwater Management Zone (GMZ), Certificate of Completion of Remedy if needed (COCR) requested 23 Construction Completion Report (CCR) & Operations & Maintenance (O&M) Plan submitted, COCR requested by developer **COCR drafted** Q (COCR check list, CCR & O&M Plan Template) CCR approved, O&M Plan approved, and Environmental **COCR** signed R **Covenant signed** 25 **COCR** issued **COCR** recorded and issued Site closed if no LTS/O&M issues 26 O&M, Long-Term Stewardship (LTS)

Site Closed

• If all cleanup is done and no restrictions needed

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DNREC's Brownfield Development Program Process and Associated Templates